

Supplemental Letter for FY 2013 Semi-Annual HUB Report For Agency Number 716


The Texas A&M Engineering Extension Service (TEEX) develops a skilled and trained workforce that enhances public safety, security and economic growth of the state and the nation through training, technical assistance and emergency response. TEEX conducts classes at TEEX facilities and customer locations across the state, the nation and the world. TEEX is committed to encouraging and promoting the use of Historically Underutilized Businesses (HUBs) in all procurement opportunities. TEEX spent over \$23,000 with HUB vendors even though the purchases are in non-reportable expenditure codes. As a training agency, there are many occasions the agency must expend funds for unique and proprietary equipment for which there are no HUB sources. However, the agency's continued good faith efforts demonstrate its dedication to advocating and supporting the HUB program.

The agency director and executive staff are provided monthly agency HUB activity reports. The agency conducts bimonthly HUB Committee meetings which provide input, leadership and oversight for the HUB program. The HUB Coordinator assists TEEX divisions in identifying and locating HUB vendors for all procurement opportunities.

TEEX continues to emphasize, promote and validate its commitment to the HUB program by being active in the following during the period of September 1, 2012 - February 28, 2013:

- Encouraged, notified and assisted non-certified HUBs to become certified by the Texas Procurement and Support Services and to maintain HUB certification
- Assisted vendors in completing the HUB subcontracting plan by phone and email
- Membership in the Texas University HUB Coordinator's Alliance Central/Gulf Coast Chapter (TUHCA) and attended quarterly meetings
- Advertised in minority business organization publications through agency membership and participation in TUHCA Central/Gulf Coast Chapter
- Administration of the State Use Works Wonders Program and promotion of TIBH products/services
- Participation in The Texas A&M System Cooperative Mentor/Protégé Program.
- Hosted Cerberus Star Enterprises (BL/M), October 25 to promote their products/services.
- Attended, participated and/or exhibited in the following Economic Opportunity Forums:
 - TIBH Products & Services Expo, Austin, September 27
 - Bexar County Small, Minority & Women Business Enterprise Conference, December 5
 - Statewide HUB Program Expo and Procurement Connection, Beaumont, February 27.

These activities demonstrate TEEX's good faith effort to support the State of Texas HUB program. For additional information, please email yvette.tschirhart@teex.tamu.edu.


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